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HSG 1029/75

14 August 1975

MEMORANDUM FOR: Deputy to the DCI for the Intelligence Community

Actn:

SUBJECT : A Guide to the Intelligence Community's Production Organizations and Their Products

REFERENCE : USIB-D-71.11/15, 28 July 1975

1. This memorandum responds to your request for suggestions concerning improvement of the IC Staff's "A Guide to the Intelligence Community's Production Organizations and Their Products." The recommendations presented below represent the cumulative views of all CIA production offices, which were asked to review the working draft of the guide.

2. On page 4 raise the figure given for the dissemination of the National Intelligence Daily to about

3. On the same page under National Intelligence Bulletin change the first sentence to read: "With the Office of Current Intelligence acting as the DCI's executive agent, the NIB is published six days a week by an interagency editorial board."

4. On page 5 under The Weekly Review add a distribution figure, just over 300. Also, change the second sentence to read: "Occasionally topics are given more comprehensive treatment and published separately as Special Reports."

5. On page 6 add The President's Quarterly Report as subtopic 3 under II-D. The Preface of the document, which is quoted below, can serve as a description of this product: "The President's Quarterly Report on Soviet Strategic Forces is published by the Director of Central Intelligence. It is produced by the Central Intelligence Agency in coordination with the Defense Intelligence Agency, the Department of State, the National Security Agency, and the Atomic Energy Commission (sic). The Quarterly Report is a summary of the significant developments and trends in Soviet strategic forces during the quarter. It presents a factual account of new evidence with interpretative comments and basic background information."

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6. On page 6 under Warning describe the Strategic Warning Staff Monthly Report as follows: "This publication is prepared by the SWS for the DCI and is disseminated within the USIB Committees. It summarizes developments bearing on the staff's capability to provide strategic warning."

7. On page 9 under The Central Intelligence Agency change the number in line three of subsection 1 from five to seven (see paragraphs 12 and 13 below).

8. On page 9 under "The Office of Current Intelligence" delete CIA from the list of organizations being supported by OCI's current intelligence. Change the second sentence to read: "OCI, in conjunction with OER, OSR, and OSI, prepares the President's Daily Brief, the National Intelligence Daily, the Weekly Review, and Weekly Summary." Change the third sentence to read: "It provides the managing editor and other staff support for the NIB, including its action production and preparation for dissemination."

9. On pages 9 and 10 under Office of Economic Research the paragraph should mention that in addition to the two weeklies the office also publishes numerous intelligence memoranda representing detailed economic analysis on major intelligence topics.

10. On page 10 under Office of Strategic Research the paragraph should be changed as follows: "OSR produces all-source military and military-economic intelligence on foreign military forces with principal emphasis on the USSR, the PRC and other Communist countries. It responds to requirements from the NSC Staff and the Office of the Secretary of Defense. It provides support to the SALT and MBFR delegations and to the Verification Panels. In coordination with other members of the intelligence community it produces The President's Quarterly Report and the SALT Monitoring Report. It manages for the NIO's the production of NIE's on Warsaw Pact forces and Soviet intercontinental forces. It produces both current intelligence as an input to the publications of OCI and also intelligence reports, a recent example of which is a memorandum entitled 'Warsaw Pact Tactical Nuclear Forces in Central Europe.'"

11. On page 11 under Office of Geographic and Cartographic Research the paragraph should be revised as follows: "This office is responsible for producing all-source basic and geographic intelligence and for

providing map reference and specialized all-source cartographic services. It coordinates and produces the National Basic Intelligence Factbook."

12. On page 11 add the following paragraph as III-B-1-f: "Central Reference Service (CRS) - CRS produces all-source biographic intelligence on leading nonmilitary foreign personalities.

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13. On page 11 add the following paragraph as III-B-1-g: "Foreign Broadcast Information Service (FBIS) - Although not a producer of all-source intelligence in the sense that the other six DDI offices described above are, FBIS produces the weekly Trends in Communist Media providing analysis based on media sources monitored by FBIS."

14. On page 11 under Office of Scientific Intelligence revise the paragraph as follows: --"OSI produces all-source intelligence on foreign scientific and engineering research and advanced technology in the physical and life sciences. It produces intelligence on foreign nuclear energy activities; biological and chemical warfare capabilities; developments in the life sciences, including biomedical R&D, behavioral sciences, agrotechnology, [redacted] physical sciences; military and civil technologies; and future military systems. Current intelligence items in these areas as well as those weaponry areas covered by OWI are contained in the Weekly Surveyor. More definitive current intelligence reporting is contained in the irregularly issued Intelligence Memorandum. A monthly compilation of analytical articles is provided in the Scientific Intelligence Digest and definitive depth studies are published as Scientific and Technical Intelligence Reports."

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15. On page 11 delete the footnote.

16. On page 12 under Office of Weapons Intelligence rectify the typographical error at the beginning of line five -- making OSI OWI.

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17. On page 13 at the end of the paragraph under The Deputy Director for Intelligence (beginning on page 12) add that the Defense Intelligence Agency is a contributor to the NID and NIB process.

18. On page 13 under The Bureau of Intelligence and Research add the NID to the list of products to which INR analysts contribute.

19. Annex A should include four CIA publications mentioned in the working draft of the guide and the suggested modifications above. (See Annex to this memorandum)

20. Annex C chart may be somewhat misleading in that it implies there is an independent production office for the NIB. The NIB is, of course, physically produced by OCI, which is the executive agent for this publication. Both the NIB and the NID are produced on behalf of the DCI, the major bureaucratic difference being the degree of direct participation by other USIB agencies in developing the material.

21. Central Reference Service and Foreign Broadcast Information Service should be added to the chart in Annex C.

22. Questions concerning the substance of this memorandum may be referred to

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Chief, Human Sources Group  
Collection Guidance and Assessment Staff/DDI

ANNEX: A/S

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ANNEX

PUBLICATIONS THAT SHOULD BE INCLUDED IN ANNEX A OF  
IC STAFF'S "A GUIDE TO THE INTELLIGENCE COMMUNITY'S  
PRODUCTION ORGANIZATIONS AND THEIR PRODUCTS"

25X1	Scientific Intelligence Digest - CIA/OSI - Editor, [ ]	25X1
	Senior government officials - World-wide - Coordinated	
	within CIA - Monthly - Approx. [ ] outside CIA -	25X1
	Secret/approx. [ ] outside CIA - [ ]	25X1
25X1	Trends in Communist Media - CIA/FBIS - Chief, Analysis Group,	
	[ ] Senior officials, intelligence analysts -	
25X1	World-wide - Not coordinated outside FBIS - Weekly -	
	Approx. [ ] outside CIA - Confidential	
	Weekly Surveyor - CIA/OSI - Editor, [ ] - Officials with	25X1
	interest in scientific developments - World-wide - Coordin-	
	ated within CIA - Weekly - Approx. [ ] copies outside	25X1
25X1	CIA - [ ]	
	National Basic Intelligence Factbook - CIA/OGCR - [ ]	25X1
25X1	[ ] - Basic reference book - World-wide -	
	Collaboration with USIB agencies - Semi-annual -	
25X1	Approx. [ ] copies outside CIA - Unclassified/Approx.	
	2,000 copies outside CIA - [ ]	25X1